

STATE OF CALIFORNIA

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Base Year Modification Request Certification

Part 1: Generation Study - No Extrapolation Diversion Data

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:


California Integrated Waste Management Board  
Office of Local Assistance  
1001 I Street, (MS-25)  
PO Box 4025  
Sacramento, CA 95812-4025

General Instructions:

Please select the **ONE** choice below that best explains your request to the Board.

- ☐ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
- ☒ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

Section I: Jurisdiction Information and Certification			
All respondents must complete this section.			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name		County	
Daly City		San Mateo	
Authorized Signature		Title	
		City Management Analyst	
Type/Print Name of Person Signing		Date	Phone ( ) Include Area Code
Joseph Curran		Sept. 13, 2001	(650) 991-8126
Person Completing This Form (please print or type)		Title	
Dan Sicular		Consultant	
Affiliation:	Environmental Science Associates		
Mailing Address	City	State	ZIP Code
225 Bush Street, Suite 1700	San Francisco	CA	94104
E-Mail Address	dsicular@esassoc.com		

Post-it® Fax Note	Date	# of pages
7671	1/23/02	1
To: Susan Sakukihara	From:	
Co./Dept.	Co.	
Phone #	Phone #	
Fax #	Fax #	

<b>Section II: Information for New Generation-Based Study for Existing or New Base Year</b>	
Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4").	
<i>Note: New base years must be representative of a jurisdiction's disposal and diversion.</i>	
1. Current Board-approved existing base year:	2. Proposed new generation-based study year:
1991	1998
3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:	
The was very little commercial and residential development in 1998 , therefore the waste stream is representative of a normal year.	

4. Enter diversion rate information below.			
Diversion rate calculated using existing base year	a. 1 %	Diversion rate calculated using new generation-based study	b. 14 %
For existing base year pounds/person/day based on generation	4.07	For new generation based study pounds/person/day based on generation	4.9
Residential generation 44.32 %	Non-Residential generation 55.68 %	Residential generation 49% %	Non-Residential generation 51% %
Population existing generation-based study 93,700		Population new generation-based study 103,400	
5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).			
Diversion rates based on the original 1991 base-year generation are obviously inaccurate, coming from a countywide Source Reduction and Recycling Element. Rates, based on the proposed 1998 base-year generation tonnage, are calucated specifiacly for the City, though probably understated, due to high reported disposal at Hillside Landfill for those years. The City can document higher diversion rates.			
6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)			
The actual number of diverted tons that have been reported to the City by the franchised service provider BFI has increased steadily from 1996 to the present. The City believes that 1998 disposal is representative of current conditions, and that the diversion rate calculated for 1998 (12%) is a reasonable, though conservative estimate.			

<b>7. Disposal Tonnage (enter values):</b>	37175	42044	79220
	Residential	Non-Residential	Total

Please select the **ONE** choice below that best explains your **disposal** data and complete the required tables.

☒ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc))

☐ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc))

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. **Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested.** Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids [e.g., concrete, asphalt, dirt], white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

\*Please provide detailed Non-Residential waste information in Section 9.

**Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details substantiating your claim.**

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>	(A)	(A/Total Generation)			
<b>Residential Source Reduction Activities</b>					
Backyard composting	93	0.1%	Organic	San Mateo County staff - 267 bins; CIWMB - 700lb/yr/household	ESA Diversion Survey / 1998 Waste Generation Study
Grasscycling		0.0%			
<b>Other Residential Source Reduction (list each program separately)</b>					
Diaper Service	17	0.0%	Cloth Diaper Use	ESA research for SBSWA region, prorated by population	ESA Diversion Survey / 1998 Waste Generation Study
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
<b>Subtotal, Residential Source Reduction</b>	<b>110</b>	<b>0.1%</b>			
<b>Residential Recycling Activities</b>					
Curbside Recycling	5549	6.0%	Newspaper, mixed paper, cardboard, PET containers, HDPE containers, Glass containers, metal cans and aluminum cans.	BFI management estimates that 80% of the materials collected by the BFI residential and commercial recycling programs, are from the residential program.	Weight tickets from transfer station / Mussel Rock Transfer Station
Buyback Centers	909	1.0%	CRV Containers	Monthly Records for San Mateo County, allocated on per capita basis	Department of Conservation, Division of Recycling
Drop-off Centers					

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.clwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.clwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>	(A)	(A/Total Generation)			
<b>Other Residential Recycling (list each program separately)</b>					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal, Residential Recycling</b>	<b>6458</b>	<b>7.0%</b>			
<b>Residential Composting Activities</b>					
Green Waste Drop-off					
Curbside Green Waste					
Christmas Tree Program					
<b>Other Residential Composting (list each program separately)</b>					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal, Residential Composting</b>	<b>0</b>	<b>0.0%</b>			
<b>Subtotal, Residential Diversion</b>	<b>6568</b>	<b>7.1%</b>			
<b>Non-Residential Source Reduction Activities:</b>					
Non-Residential Waste Audits*	1765	1.9%	See Section 9	See Section 9	See Section 9
<b>Other Non-Residential Source Reduction (list each program separately)</b>					
Thrift Stores	1703	1.8%	Clothes, books, furniture and misc household items.	Four such stores in Daly City with high square footage. 425.75 tons per thrift store.	ESA Diversion Survey/ 1998 Waste Generation Study
Enter program name	0	0.0%			
Enter program name	0	0.0%			
Enter program name					
Enter program name					
<b>Subtotal, Non-Residential Source Reduction</b>	<b>3468</b>	<b>3.8%</b>			

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>	(A)	(A/Total Generation)			
<b>Recycling</b>					
<b>Non-Residential Waste Audits*</b>	1327	1.4%	See Section 9	See Section 9	See Section 9
<b>Other Non-Residential Recycling (list each program separately)</b>					
Commercial Recycling Program	1387	1.5%	Newspaper, mixed paper, cardboard, PET containers, HDPE containers, Glass containers, metal cans and aluminum cans.	BFI management estimates that 20% of the materials collected by the BFI residential and commercial recycling programs, are from the commercial program.	Weight tickets from transfer station / Mussel Rock Transfer Station
Enter program name		#REF!			
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal Non-Residential Recycling</b>	<b>2715</b>	<b>2.9%</b>			
<b>Non-Residential Composting Activities</b>					
<b>Non-Residential Waste Audits*</b>	40	0.0%	See Section 9	See Section 9	See Section 9
<b>Other Non-Residential Composting (list each program separately)</b>					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal Non-Residential Composting</b>	<b>40</b>	<b>0.0%</b>			
<b>Subtotal Non-Residential Diversion Residential/Non-Residential Diversion Activities</b>	<b>6223</b>	<b>6.7%</b>			
ADC	348	0.4%	Green Material	BFI reports	DRS Quarterly Disposal Reports / CIWMB Web Site
Sludge					
Scrap Metal					
Construction and Demolition	80	0.1%	Wood	Interview with staff of C & D company	ESA Diversion Survey / 1998 Waste Generation Study
<b>Landfill Salvage</b>					
<b>Subtotal Residential/Non-Residential Diversion</b>	<b>428</b>	<b>0.5%</b>			
<b>Total Res/Non-Res Source Reduction Tons</b>	<b>3578</b>	<b>3.9%</b>			
<b>Total Diversion Tons</b>	<b>13219</b>	<b>14.3%</b>			
<b>Total Disposal Tons from Sec.7</b>	<b>79220</b>	<b>85.7%</b>			
<b>Total Generation Tons (Div+Dis)</b>	<b>92438</b>				
<b>Diversion Rate</b>	<b>14%</b>				

9. Specific Non-Residential Sector Waste Audits--Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.

(Table will perform all addition calculations).

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other ____
(1) Golf Course		Grasscycling, chip & mulching	615			614.8	0.7%	M & P
(2) Grocery Store		Baled cardboard & produce composting		383	9	392.3	0.4%	M & P
(3) School District		Grasscycling, paper recycling and reuse, used furniture & equipment donations	334			333.9	0.4%	M & P
(4) Grocery Store		Baled cardboard & totes	7	274		281	0.3%	O
(5) Park and Rec District		grass cycling, chip & mulching	210		30	239.6	0.3%	M & P
(6) School District		Grasscycling	182			181.6	0.2%	M & P
(7) Grocery Store		Baled cardboard & totes	23	130		153.4	0.2%	O
(8) Golf Course		Grasscycling, chip & mulching	152		1	152.9	0.2%	M & P
(9) Cemetery		Grasscycling	126			125.7	0.1%	M & P
(10) Retail Store		Baled cardboard	117			117	0.1%	O
<b>Totals</b>			<b>1765.4</b>	<b>787</b>	<b>39.8</b>	<b>2592.2</b>	<b>2.8%</b>	

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).

**Cardboard Recycling:** Businesses separate and bale their used cardboard. Business 2 : Weight of recycled cardboard specifically tracked - 367 tons. Business 4 : based on three 500lb bales every day (365 days) - 274 tons. Business 7 : based on ten 500lb bales every week (52 weeks) - 130 tons. Business 10 : based on nine 500lb bales every week (52 weeks) - 117tons.

**Grass cycling:** Business 1: 80 acres of grasscycling at 15,246 lbs/acre/year (or 7.623 tons/acre/year) - 609.84 tons. Business 3: 43.8 acres of grasscycling at 15,246 lbs/acre/year (or 7.623 tons/acre/year) - 333.89 tons. Business 5: 27.5 acres of grasscycling at 15,246 lbs/acre/year (or 7.623 tons/acre/year) - 209.63 tons. Business 6: 1,037,690 square feet of grasscycling at 350 lbs/1000 sq ft/year - 181.59 tons. Business 8: 20 acres of grasscycling at 15,246 lbs/acre/year (or 7.623 tons/acre/year) - 152.46 tons. Business 9: 957.39 square feet of grasscycling at 262.5 lbs/1000 sq ft/year - 125.66 tons.

**Chipping and Mulching:** Business 1: Weight of chipping and mulching specifically tracked - 5 tons. Business 5: Weight based on 120 cubic yards of chipped and mulched material at 500lb/cubis yard - 30 tons. Business 8: Weight of chipping and mulching specifically tracked - 0.5 tons.

**Rendering:** Business 2: Weight of Rendering specifically tracked - 16 tons.

**Shipping Tote Reuse:** Business 4: based on 180 totes weighing 1.5 lb, every week (52 weeks) - 7.02 tons. Business 7: based on 600 totes weighing 1.5 lb, every week (52 weeks) - 23.40 tons.

**Food Composting:** Business 2: Weight of Produce Composting specifically tracked - 9.3 tons.

10. For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:

a. If the diversion program started on or after January 1, 1990, complete the following table.

**Note:** program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept."

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			

b. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board - on a separate sheet marked "Attachment 10b", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note** : this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

**Note:** If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.

Instead please provide date of Board approval of previously submitted information. \_\_\_\_\_ (Date)

If documentation is not available, go to 10d.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. **Note** : Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				